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CWU Faculty Senate Minutes - 01/10/1973

Esther Johnston

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MINUTES: Regular Senate Meeting, 10 January 1973
Presiding Officer, David R. Anderson, Chairman
Recording Secretary: Esther Johnston

ROLL CALL

Senators Present: All senators or their alternates were present except Richard Fairbanks, Lee Fisher, B. Dean Owens, Bill Cooper, and Jim Cushman.

Visitors Present: Pearl Douce', W. O. Dugmore, Beverly Heckart, Malcolm Alexander, Kenneth Harsha, John Green, Conrad Potter, Fred Lister, Barney Erickson, Robert Dean, Edward Harrington, Dale Comstock, Bernard Martin, Robert Mitchell, William B. Owen, Donald Schliesman, and Eva Marie Carne.

AGENDA CHANGES AND APPROVAL

The chairman suggested that the following items be added:

1. Under "Communications" add

- E. Letter from Richard Leinaweaver.
- F. Letter from James E. Brooks.
- G. Memorandum from Senate Executive Committee.

2. Under "Reports" add

- D. Council of Faculty Representatives.
- E. Ad Hoc Committee to Review College Governance Proposal.

The chairman asked if there were any further changes. There being none, the Agenda with the changes was approved.

APPROVAL OF MINUTES

The minutes of November 15, December 6 and December 13 were approved with the following addition to the minutes of December 13 (page 5, after line 16): Mr. Canzler gave notice that he will move to rescind Motion No. 852 at the next regular Faculty Senate meeting.

COMMUNICATIONS

The following communications were received:

- A. A letter from Lynn R. Osborn, dated December 1, 1972, informing the Senate that after December 31, 1972 the Department of Speech and Drama will cease to exist. Two new departments will be organized effective January 1, 1973--a Department of Communication in the School of Social and Behavioral Sciences and a Department of Theatre and Drama in the School of Arts and Humanities. The two departments should elect

Senators for the remainder of this session of the Senate. Senators will be elected in May to begin a three year term.

- B. A letter from Donald M. Schliesman, dated December 18, regarding the Senate having responsibility for evaluation of the Honors Program. This matter will be taken up by the Executive Committee.
- C. A letter from Donald M. Schliesman, dated December 19, urging Senate Curriculum Committee members and Senators to cooperate in seeing that the 1973-74 edition of the Undergraduate Catalog reflect as many revisions in curriculum as possible.

The chairman announced that there will be a special Senate meeting January 24 to discuss Collective Bargaining bills and any curriculum proposals which were submitted and approved by the ACCC prior to November 1 could be handled at that time.

- D. A memorandum from Roger Garrett, dated December 28, informing the Senate that Lynn Osborn has been elected as Faculty Senator for the Department of Communication for the remainder of the term ending August 31. Bernard Jackson will serve as his alternate.
- E. A letter from Richard Leinaweaver, dated January 5, informing the Senate that the Department of Theatre and Drama elected Milo Smith as Faculty Senator and Richard Leinaweaver as his alternate for the remainder of the term ending August 1, 1973.
- F. A letter from James Brooks, dated January 10, which was handed out at this meeting regarding the impasse apparently existing with regard to the Board of Trustees' acceptance of the proposed revision of the Faculty Code. The Executive Committee will discuss the matter at their next meeting.
- G. A memorandum from the Executive Committee, dated January 3, regarding a procedure for curriculum approval.

REPORTS

- A. Executive Committee--Ken Berry reported the following:
 - 1. The balloting on Motion No. 852, "Rules Governing the Board of Academic Appeals" was discussed at great length. Opinions were obtained from Steve Milam and Jann Carpenter regarding the meaning of the Faculty Code on this matter, and will be discussed under Old Business today. A motion pertaining to dispensation of the ballot will be made at that time.
- B. Standing Committees
 - 1. Budget Committee--no report at this meeting.
 - 2. Code Committee--no report at this meeting.

3. Curriculum Committee--

MOTION NO. 898: Mr. Applegate moved, seconded by Lynn Osborn, that the Faculty Senate approve the curriculum proposals forwarded from the All College Curriculum Committee and the Graduate Curriculum Committee which have been listed in the report of the Senate Curriculum Committee dated January 10, 1973.

Requests were made for additional information about three items in the list: Econ. 342, Econ. 349, and the (A/S) Communicative Disorders Major.

MOTION NO. 899: Charles McGehee moved an amendment to Motion No. 898, seconded by Gordon Leavitt, that action on the three items, Econ. 342, Econ. 349, and the (A/S) Communicative Disorders Major be delayed. The motion was voted on and passed with a majority vote.

Motion No. 898, as amended with the three deletions, was then voted on and passed with one abstention from Ken Berry.

4. Personnel Committee--no report at this meeting.

5. Student Affairs Committee--no report at this meeting.

- C. Report of Chairman--The chairman reported on the progress of drafting a bill allowing collective bargaining. On January 6, he participated in an attempt to reach agreement on a bill by a group of Trustees, Regents, Presidents, Senate Chairmen, C.F.R. members, and students. Some essential differences remain. The chairman commented on the good work done by Bob Benton, Ken Harsha, and Beverly Heckart in preparing the bill.
- D. Council of Faculty Representatives--Ken Harsha reported on the draft bill prepared by the C.F.R. The bill incorporates essentially all the guidelines for a bill which have been developed jointly by the C.F.R., A.A.U.P., A.F.T., and W.E.A. In addition a section allowing student participation was included.
- E. Ad Hoc Committee to Review College Governance Proposal--The chairman informed the Senate that the members on the committee are:

Chester Keller, Chairman
Larry Lawrence
John Purcell
Robert Jones

Eugene Kosy
Beverly Heckart
David Canzler

Chester Keller reported that the committee had discussed what might be needed to be changed in the Faculty Code and/or the Charter of the College Council before adopting the Charter. More meetings will be necessary.

OLD BUSINESS

- A. Ballot in review of Motion No. 852--The chairman said he had obtained the opinions of Mr. Milam and Mr. Carpenter as to the meaning of Section II.M. of the Faculty Code. The chairman ruled that in order to reverse the action of the Senate on Motion No. 852, "Rules Governing the Board of Academic Appeals," a majority of the faculty eligible to vote must vote to reverse the action of the Senate.

MOTION NO. 900: Ken Berry moved, seconded by Charles McGehee, that the faculty review ballots of Motion No. 852 be voided and a new ballot conducted.

Mr. Canzler said he would like to introduce the motion to rescind Motion No. 852.

The chairman said Mr. Canzler's motion would be out of order unless the mover and seconder are willing to remove their motion from the floor.

MOTION NO. 901: Bob Jacobs moved, seconded by Mr. McQuarrie, that Mr. McGehee's motion be tabled for 30 minutes. The motion was voted on and failed by a hand vote of 9 yes, and 17 opposed.

Mr. Berry spoke in favor of the main motion.

Mr. Keller said he disagreed with the chairman's ruling on the ballot.

Mr. Canzler said the chair had not properly placed Motion No. 900 before the Senate for debate.

MOTION NO. 902: Mr. Canzler moved, seconded by Bob Jacobs, to appeal the ruling of the chair that Mr. Canzler's motion was not in order. The motion was voted on and failed by a vote of 6 yes, and 20 opposed.

There was a lengthy discussion on Mr. Berry's motion.

Mr. Tolman asked if there is anything to preclude counting the ballots.

Mr. Purcell explained that a number of people had not understood the method of determining the results and although the ballot was probably legal, a second ballot could better show the opinions of the faculty.

MOTION NO. 903: Mr. Vifian moved, seconded by Mr. Keller, to amend the present motion to read that the present ballot would be voided. The motion was voted on and failed by a majority vote.

Mr. Vifian asked if it would be possible to send a copy of the whole proposal with the ballot.

The chairman said yes.

The question was called for.

Motion No. 900 was voted on and carried by a majority vote.

MOTION NO. 904: John Chrismer moved, seconded by Rosco Tolman, that the Senate Secretary be allowed to count the ballots in the election of an alternate for the Senator in the P. E. Department. The motion carried by a majority vote.

Miss Heckart asked if 493 ballots will be sent out in the new ballot.

Mr. Chrismer said yes, except that two things need to be clarified. Should faculty teaching full time for a quarter, but less than an academic year be given a ballot? Also, are faculty on sabbatical leave or leave of absence eligible to vote?

The chairman said these questions will be sent to the Personnel Committee for a ruling at this time.

NEW BUSINESS

A. Procedure for Curriculum Approval--

The chairman noted that since the Undergraduate Council and Teacher Education Council will be involved in curriculum approval, it would be appropriate to discuss the two Councils (Item B on the Agenda) in conjunction with the discussion of the procedure for curriculum approval. He noted that no action in regard to the Councils would be taken.

MOTION NO. 905: Mr. McGehee moved, seconded by Ken Berry, to adopt the recommendation presented in the memorandum to the Senators from the Executive Committee regarding curriculum flow.

The recommendation was revised following amendments by Messrs. Applegate, Jacobs, and Berry. Motion No. 905 passed with two opposed and two abstentions.

Passing Motion No. 905, as amended, means that the Senate adopted the following statement:

Approval of Curriculum Proposals

The Undergraduate Curriculum Committee and the Graduate Council will distribute to Senators the proposals which they recommend. The proposals shall be considered for approval at the first regular Senate meeting which occurs three weeks or more after distribution of the proposals.

The Senate recognizes that this procedure will place the major responsibility for the detailed review of curriculum changes with the Undergraduate Curriculum Committee and the Graduate Curriculum Committee according to the guidelines established in the Policy Handbook on Curriculum. Curriculum approval will follow the current policy except that curriculum proposals will go directly from the Undergraduate Curriculum Committee and the Graduate Curriculum Committee to the Faculty Senate for Senate action.

The Senate Curriculum Committee is charged to:

- 1) prepare a Policy Handbook on Curriculum for the Senate's review and approval, involving the Undergraduate and Graduate Curriculum Committees; and
- 2) develop educational policy in response to questions raised by any of the entities involved in the approval of curriculum changes and report said policy to the Senate for ratification.

Mr. Green passed out the revised Teacher Education Council By-Laws. He stated that an N.C.A.T.E. accreditation team will be here next year to review Central's teacher education program. The Senate should know the N.C.A.T.E. guidelines when they consider curriculum approval procedures. Mr. Green felt that he should have the opportunity to review curriculum changes which affect the teacher education program.

During the discussion Mr. Schliesman asked if it is intended that the Senate Curriculum Committee design the flow by which proposed curriculum changes are approved. Mr. Applegate said it was. Mr. McQuarrie was concerned that the Senate was being asked to give up the review of curriculum changes.

ADJOURNMENT

The meeting adjourned at 6:10 p.m.

AGENDA
VACUITY SENATE MEETING
4 p.m. Wednesday, January 10, 1973
Room 123, North Hall

1. ROLL CALL

2. AGENDA CHANGES AND APPROVAL

3. APPROVAL OF MINUTES NOVEMBER 15, DECEMBER 6, and DECEMBER 13, 1972

4. COMMUNICATIONS

- A. Letter from Lynn R. Osborn
- B. Letter from Donald M. Schliemann - December 18
- C. Letter from Donald M. Schliemann - December 19
- D. Memorandum from Roger Garrecht

5. REPORTS

A. Executive Committee

B. Standing Committees

1. Budget
2. Code
3. Curriculum
4. Personnel
5. Student Affairs

C. Chairmen

1. Report on meeting of Senate Chairmen, Presidents, and Trustees to discuss a collective bargaining bill (Jan. 6)

6. OLD BUSINESS

- A. Ballot in review of Motion No. 852

7. NEW BUSINESS

- A. Procedure for Curriculum Approval
- B. Discussion of Teacher Education Council and Undergraduate Council

Eva Marie Carne

FACULTY SENATE MEETING OF

Jan 10

ROLL CALL

✓ Anderson, David	Frederick Lister
✓ Willberg, Calvin	Otto Jakubek
✓ Applegate, Jim	Frank Carlson
✓ Basler, Daryl	Art Keith
✓ Berry, Kenneth	Raymond Wiman
✓ Bovos, Louis	James Hollister
✓ Brooks, James	Edward Harrington
✓ Canzler, David	Richard Johnson
✓ Chrismer, John	Marie Madison
Richard Fairbanks	Philip Koch
✓ Farkas, Steven	Robert Bentley
Fisher, Lee	John Allen
✓ Gillam, Cornelius	Donald Cocheba
✓ Goodey, Darwin	James Klahn
✓ Hileman, Betty	
✓ Jacobs, Robert	Charles Stastny
✓ Jones, Jerry	David Lygre
✓ Jones, Robert	Charles Vleck
✓ Keller, Chester	Jay Bachrach
✓ Kramar, Zolton	Gordon Warren
✓ Ladd, Arthur	Willard Sperry
✓ Leavitt, Gordon	John DeMerchant
✓ McGehee, Charles	William Benson
✓ McQuarrie, Duncan	Frank Nelson
✓ Nylander, James	John Pearson
Owens, B. Dean	Eileen Calkins
✓ Purcell, John	John Foster
Osborn, Lynn	Bernard Jackson
✓ Parsons Sands, Catherine	Marco Bicchieri
✓ Shadle, Owen	Pete Martinez
✓ Thelen, Thomas	Glen Clark
✓ Tolman, Rosco	Nancy Lester
✓ Trout, Betty	Pearl Douce'
✓ Vifian, John	Bruce Teets
✓ Milo Smith	Richard Leinaweaver
Cooper, Bill	
Cushman, Jim	Carl Olson
✓ Ferguson, Roger	

VISITORS

PLEASE SIGN THIS SHEET

Faculty Senate Meeting

Pearl Dence
W O Dugmore
Beverly Heckart
Malcolm Alexander
Kenneth Harsha
John J. Drien
Carroll H. Follen
Frederick Lister
Barney L. Erickson
Robert Y. Dean
Edward P. Harrington
Dale R. Comstock
Bernard L. Martin
Robert C. Mitchell
William B. Owen
Donald M. Schlem
15/ Eva Marie Carne

Last person signing please return to the Recording Secretary.

CENTRAL WASHINGTON STATE COLLEGE

DEPARTMENT OF SPEECH AND DRAMA

ELLENBURG, WASHINGTON

4000

December 1, 1972

RECEIVED
DEC 4 1972
FACULTY SENATE

Dr. David Anderson
Chairman, Faculty Senate
CAREDS

Dear Dr. Anderson:


As you are aware, the department of Speech and Drama will cease to exist on this campus after December 31, 1972. Pending final approval by the Board of Trustees at that body's next meeting, a Department of Communication in the School of Social and Behavioral Sciences and a Department of Theatre and Drama in the School of Arts and Humanities will be organized effective January 1, 1973.

Concurrent with the proposed reorganization will be the expiration of my tenure as Faculty Senator from the Department of Speech and Drama and that of Dr. Mild Smith as Alternate. As the policies and procedures for election, length of term, and effective date of Senate membership spelled out in Section II-F of the current Faculty Code or Personnel Policy and Procedure for Central Washington State College do not provide guidance in this instance, an interpretation by the Senate Executive Committee respectfully is requested. The specific questions at hand are:

1. Should interim senators and alternates be elected from the two new departments to serve for the remainder of the current academic year with elections for regular terms to be held in May, 1973 in accordance with Section II-F of the Code, or should the initial elections be for full terms of office extended to include the 1973 Winter and Spring Quarters?
2. What should be the length of the initial term of service for senators from the two new departments?

Thank you very much for your kind professional attention to this inquiry.

Sincerely,


Lynn B. Ostora
Faculty Senator
Department of Speech and Drama

cc: Dr. Garrett

cc: Dr. Garrett

Dr. Reinhardt

Dr. Smith

CENTRAL WASHINGTON STATE COLLEGE

Dean of Undergraduate Studies

ELLensburg, WASHINGTON

95228

December 18, 1972

RECEIVED

DEC 19 1972

FACULTY SENATE

Mr. David Anderson
Chairman
Faculty Senate
C.W.S.C.
Campus

Dear Mr. Anderson:

In reviewing the Senate minutes I find that in the past the Senate has undertaken responsibility for evaluation of the Honors Program. The most recent entry in the minutes is dated February 3, 1971 and it indicates approval of the Program for two additional years. If my calculations are correct, that approval period ends with spring quarter, 1973.

What are the plans of the Senate regarding continuation of the Program after that time? Does the Senate plan to evaluate the program again this year? If so, is it possible to have the evaluation completed by the end of winter quarter, 1973?

Sincerely yours,


Donald M. Schlesman
Dean of Undergraduate Studies

CENTRAL WASHINGTON STATE COLLEGE

WELLESCHING WASHINGTON

Office of Undergraduate Studies

09029

December 19, 1972

RECEIVED

DEC 19 1972

FACULTY SENATE

Dr. David S. Anderson
Chairman
Faculty Senate
C.W.S.C.
Wellschling

Dear Mr. Anderson:

We are presently in the process of preparing copy for the 1973-74 edition of our Undergraduate Catalog and are concerned about Senate action on a number of curriculum proposals. The copy will need to be sent to the printers by February 1, 1973. The Calendar of Academic Affairs indicates that "all (curriculum) proposals submitted by November 1, 1972 will receive action by the appropriate curriculum committee and those approved should be ready for the college catalogs the following year."

The purpose of this letter is to urge everyone concerned (Senate Curriculum Committee members and Senators) that we would like very much to have the 1973-74 catalog reflect as many revisions in curriculum as possible. It may be necessary to call a special meeting to handle those proposals which were submitted, and subsequently approved by the ACC, prior to November 1.

Everyone's cooperation in this matter is greatly appreciated.

Sincerely yours,



Donald H. Santlesman
Dean of Undergraduate Studies

cc: Applegate

December 28, 1972

MEMORANDUM

TO: Dr. David Anderson, Chairman
Faculty Senate

FROM: Roger Garrett, Acting Chairman
Department of Communication

Re: Faculty Senate Representation

This is to inform you that Dr. Lynn Osborn has been elected as the Faculty Senator for the Department of Communication for a term which will end August 31, 1973. Dr. Bernard Jackson will serve as Dr. Osborn's alternate during this period.

cc: Dr. Osborn
Dr. Jackson

DEPARTMENT OF THEATRE AND DRAMA
CENTRAL WASHINGTON STATE COLLEGE
ELLENSBURG WASHINGTON 98926

January 5, 1973

RECEIVED
JAN 8 1973
FACULTY SENATE



Dr. David Anderson
Chairman
Faculty Senate

Dear Dr. Anderson:

At it's meeting of January 4, 1973, the Department of Theatre and Drama elected Dr. Milo Smith as Faculty Senator and Dr. Richard Leinaweaver as alternate to terms which end August 1, 1973, in accordance with your letter of December 15, 1972, to Dr. Lynn R. Osborn.

Sincerely,

Richard E. Leinaweaver
Chairman

REL/kb

cc: Dr. Smith
Dr. Leinaweaver

CENTRAL WASHINGTON STATE COLLEGE

January 10, 1973

Dr. David Anderson, Chairman
Faculty Senate
Campus

Dear Dr. Anderson:

You and I met on December 14, 1972 with Dr. Robert Jacobs, Chairman of the Faculty Senate Code Committee, to discuss the apparent impasse that exists with regard to Board of Trustees acceptance of the proposed revision of the Faculty Code. I agreed to summarize my understanding of the problem and to seek additional clarification from the Board Chairman, Dr. Eugene Brain.

Briefly, here is the history of the situation, as I see it:

(1) In 1968, Thomas K. Dalglish, Assistant to the President and Special Assistant Attorney General, was asked by the Trustees and the President to provide a draft revision of the Faculty Code. Mr. Dalglish completed this task on May 1, 1970, just prior to the time he left Central to return to graduate school. He sent copies of his draft to the Trustees, the President and the Faculty, explaining his work in a lengthy memorandum. His new format allowed comparisons to be made of the current Code and his proposed revisions. Mr. Dalglish was careful to point out that he consulted no one prior to issuing his draft, and no one endorsed his draft.

(2) The Code Committee of the Faculty Senate, with the urging of the President and the Trustees, revised the Dalglish draft. The Committee solicited ideas, held hearings and circulated a proposed revision and errata for the proposed revision. The Faculty Senate and the general faculty approved the Code Committee's proposed revision at the end of spring quarter, 1972.

(3) Prior to faculty approval of the Code revision, and during the process of revision, the Trustees were asked to make suggestions for changing the Code. You will remember that Dr. Lawrence, who was on the Code Committee in 1971-1972, told the Senate recently that the Trustees did make suggestions for change but the suggestions were rejected by the Code Committee. On November 29, 1971, I sent a lengthy list of comments on the proposed revision to the Code Committee, expressing reservations about the draft and offering to meet with the Committee. My communication was not acknowledged until after the final votes of the senate and the faculty. As consideration of the proposed revision was taking place throughout the 1971-1972 year, I indicated to Senate Chairman Gordon Leavitt on several occasions that the administration,

Faculty and trustees should attempt to reach some agreements prior to voting or an impasse might result. He will remember that I warned him that we were on a collision course.

(4) The proposed Code revision approved by the faculty was brought to the attention of the Trustees without the President's support--the first time that a Code revision has been so presented. Letters from the Senate Chairmen, urging adoption of the revised Code, were listed under "Communications" on the board agendas for June 9, 1972, and July 14, 1972. This allowed the matter to be discussed and then to be moved to new business (action) if the Trustees so desired. Discussions on the proposed revision were held during board meetings but no action was taken, in spite of the strong support that both you and Gordon Leavitt gave to the revision.

(5) Because it was clear that we were far from reaching agreement on the Code, in late July of 1972, you and I met with Dr. Don Ringe, Chairman of the Code Committee in 1971-1972, to discuss the issues. Following this (July 24, 1972) you sent me a list of changes found in the proposed Code and Dr. Ringe wrote an item-by-item response to the comments I had sent to the Committee the previous November. After receiving these letters I set about revising my comments, consulting with individual Trustees to more carefully identify the differences and issues. You received my response on August 18, 1972, and shared it with the Faculty Senate this fall. My cover letter identified the main concerns of the Trustees. On November 28, 1972, you asked the Board Chairman, Dr. Brain, for board approval of the proposed Code revision, noting the problems of the stalemate, and the urgent need to update certain sections of the Code. Dr. Brain refused to put the proposed Code revision on the agenda for the December, 1972, meeting of the Trustees, and, as I remember, you two discussed the matter privately in Spokane, after the meeting.

(6) It seems clear to me that although the Trustees have not taken formal action to approve or reject the proposed Code, they have refused to approve it. Dr. Brain points out that the position of the Trustees is stated in my letter to you of August 29, 1972, and that issues listed there have not been negotiated. He wants me to make sure that you understand that on July 14, 1972, the Board charged the President with preparing a statement on the Code, that the Trustees were involved in preparing the statement and that the statement represents their concerns.

(7) Dr. Robert Jacobs informed us when we met on December 14, 1972, that the 1972-1973 Faculty Senate Code Committee will agree to nothing more than editorial changes in the proposed Code revision, after reviewing my letter of August 29, 1972, which includes the specific concerns of the Trustees. Apparently we are at an impasse!

Given the above history, or any other interpretation that would

lead to the same conclusion, what should we do? We have these choices:

- (1) Let the matter ride and assume that the issues will be settled later by collective bargaining.
- (2) Identify those pressing issues that we can agree on, and jointly ask for Trustee approval to make changes in the present Code.
- (3) Assuming the present Code Committee does not wish to be involved further, appoint a small group of faculty members and administrators to work with us, the Senate and the Trustees in an attempt to resolve the differences.

There may be other options. However, the main question is whether or not the Senate thinks it is worth expending the effort to reach agreement at this time, given the fact that both the Senate and the general faculty have gone on record approving the proposed Code revision.

Sincerely yours,

James E. Brooks
President

cc: Trustees
Dr. Ringe
Senate

Excerpts from Board of Trustees' meetings re Code revision

JUNE 9, 1972

COMMUNICATIONS

A letter from Mr. Leavitt concerning consideration of adoption of the proposed revision of the Faculty Code was received by the Board. Mr. Leavitt stated he would like to press for approval of the revision of the Code at this meeting. Members of the Board indicated they were not ready to vote at this time; that they would need time to correlate the proposed revisions to the present Code and following that perhaps they will have additional questions they will wish to ask. There was some discussion as to whether the Board wished to delay action or to table the communication. The final decision was to take no action at this meeting other than to acknowledge receipt of the communication.

Approval of Faculty Salaries for 1972-73

. . . . Several members of the Board expressed concern over the faculty salary section of the Code and suggested the professors work through the Faculty Senate to revise the Code. Mr. Frank stated he was voting for the administration's recommendation for salary increases purely as a matter of expediency, and that he felt the Code section on salaries should definitely be changed. Mr. Caron said he would not approve the proposed Code unless the faculty salary section was revised to place merit in first priority. Other trustees agreed with Mr. Caron.

JULY 14, 1972

COMMUNICATIONS

Dr. Anderson stated his letters were written concerning the board approval of revisions to the Faculty Code of Personnel Policy and Procedure. He stated the Faculty Senate did not want to make major changes which would prevent the code revisions from being approved by the faculty and board. He also suggested in his June 28th letter that the board meet with the Executive Committee and the Code Committee to answer the board's concerns about the proposed faculty code.

Some members of the board stated they had spent considerable time meeting with the Committee and felt that nothing would be gained by another meeting. Mrs. Minor stated she had expressed her concerns and the final revision did not express these concerns. She indicated this may be alright but she would like to know the disposition of the concerns. Dr. Anderson indicated he would contact the Committee Chairman, Dr. Ringe.

Dr. Brooks was requested to prepare the code revision material perhaps in three columns listing the old paragraph, the revised paragraph and leaving one column free for the board members to submit a suggested paragraph. Dr. Brooks was also asked to note any sections which might need expedition. (Note: In carrying out this assignment, the President consulted board members and developed his letter of August 18, 1972.)

OTHER INFORMATION RE CODE REVISION

AUGUST 18, 1972

Prior to the regular board meeting on this date a general discussion was held on "How to Process the Proposed Code of Personnel Policy and Procedure." No official minutes were taken. However, the Board did approve transmittal of President Brooks' letter of August 18, 1972 to Dr. Anderson (this letter was distributed to the entire Senate during fall quarter, 1972).

CURRICULUM

100 Senators

101 Senate Executive Committee

102 January 3, 1973

103 Curriculum Approval

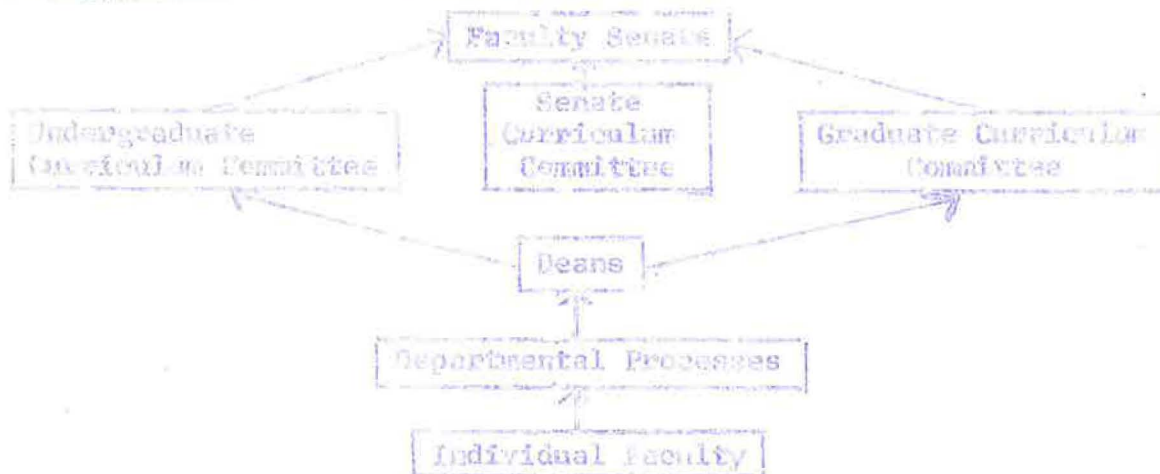
In this time of changing curriculum, program, administrative structure and needs of the students it is essential to have a well developed educational policy which will draw support from all segments of the college. For this reason the Senate Curriculum Committee must devote its attention to educational policy. Accordingly the Senate Executive Committee recommends that the Senate adopt the following procedure for approving curriculum proposals introduced in the future.

Approval of Curriculum Proposals

The Undergraduate Curriculum Committee and the Graduate Council will distribute to Senators the proposals which they recommend. The proposals shall be ^{for approval} considered at the first regular Senate meeting which occurs three weeks or more after distribution of the proposals. ~~Curriculum proposals shall be considered approved except in those cases when a motion to reject a proposal or a vote to propose to the Senate's Curriculum Committee is passed.~~

The Executive Committee recognizes that this procedure will place the major responsibility for the detailed review of curriculum changes with the Undergraduate Curriculum Committee and the Graduate Curriculum Committee according to the guidelines established in the Policy Handbook on Curriculum. The Executive Committee recommends ~~that the flow of curriculum proposals follow the following pattern:~~

Curriculum proposals will go directly from the Undergraduate Curriculum Committee and the Graduate Curriculum Committee to the Faculty Senate for Senate action. The current policy is kept intact.



January 3, 1973

~~Additional committees must be involved in the review of curriculum proposals in an essential way. In particular, proposals which relate to the General Studies Curriculum will be sent to the General Studies Committee for review by the Undergraduate Curriculum Committee. Similarly, the proposals which relate to teacher education will be sent to the Teacher Education Council by the Undergraduate and Graduate Curriculum Committees.~~

If the Senate approves the above procedure the Executive Committee will charge the Curriculum Committee to:

- 1) prepare a Policy Handbook on Curriculum for the Senate's review and approval, involving the Undergraduate and Graduate Curriculum Committees, and
- 2) develop educational policy in response to questions raised by any of the entities involved in the above procedure and report said policy to the Senate for ratification.

The Senate Curriculum Committee recommends the Faculty Senate approve the following minor curriculum proposals forwarded from the All-College Curriculum Committee:

A. BIOLOGICAL SCIENCE

- Zool. 211. General Zoology. 5 credits - Course deletion
- Bio. Sci. 493. Biological Field Experience. 1-16 credits. Credit change
- Bio. Sci. 447. Invertebrate Paleontology. 5 credits - Description Change
- Bio. Sci. 480. Limnology. 5 credits - Description Change.
- Bot. 341. General Plant Ecology. 5 credits. Description Change.
- Bot. 365. Dendrology. 4 credits. (Formerly Bot. 165) - Number Change
- Zool. 473. Animal Ecology. 5 credits - Description Change

B. EDUCATION

- Ed. 424. Reading in the Content Fields. 3 credits. Description Change
- Ed. 419. Teaching of Reading. 5 credits. (Formerly Ed. 429) Number and description change
- Ed. 421. Advanced Reading-Primary. 4 credits. Title and Description Change.
- Ed. 422. Advanced Reading-Intermediate. 3 credits. - Title and Description Change
- Ed. 423. Reading in the Secondary School. 3 credits. - Title and Description Change.

C. ECONOMICS

- Econ. 490. Contracted Field Experiences. (Internship). 1-15 credits. Title change.
- Bus. Ad. 351. Marketing Channels Management. 5 credits. - Title and Description change.

The following are number and description changes:

- Econ. 332. Public Finance. 5 credits. (Formerly Econ. 380)
- Econ. 434. State and Local Government Finance. 5 credits. (Formerly Econ. 481)
- Econ. 349. Economic History of Europe Since 1760. 5 credits. (Formerly Econ. 388)
- Econ. 310. International Economics. 5 credits. (Formerly Econ. 385)
- Econ. 324. Introduction to Econometrics. 5 credits. (Formerly Econ. 446)
- Econ. 330. Money and Banking. 5 credits. (Formerly Econ. 370)
- Econ. 412. Economic Development. 5 credits. (Formerly Econ. 484)

The following are number, title and description changes:

- Econ. 401. Advanced Microeconomic Analysis. 5 credits. Formerly Econ. 451)
- Econ. 301. Intermediate Microeconomic Analysis. 5 credits. (Formerly Econ. 351)
- Econ. 302. Intermediate Microeconomic Analysis. 5 credits. (Formerly Econ. 350)
- Econ. 202. Principles of Economics II. 5 credits. (Formerly Econ. 251)
- Econ. 201. Principles of Economics I. 5 credits. (Formerly Econ. 252)
- Econ. 340. Development of Economic Thought. 5 credits. (Formerly Econ. 453)
- Econ. 100. Economic Issues. 5 credits. (Formerly Econ. 244)
- Econ. 402. Advanced Microeconomic Analysis. 5 credits. (Formerly Econ. 488)

The Senate Curriculum Committee recommends the Faculty Senate approve the following curriculum proposals forwarded from the All College Curriculum Committee and the Graduate Curriculum Committee:

A. A.C.C. pp. 254-256

1. Biological Sciences Course Addition
 - a. Bio Sci 489 - Laboratory Mgmt 1 credit
2. Course Deletion
 - a. Zool. 211 - General Zoology

ANTHROPOLOGY

1. Program Initiation
 - a. B.S. (A/S) Anthropology
2. Program Change
 - a. B.A. (A/S) Anthropology
3. Course Addition
 - a. Anthro. 355 - Sex Roles In Society 5 credits
4. Number and Description Change
 - a. Anthro. 313 to Anthro. 413 4 credits
 - b. Anthro. 452 to Anthro. 352 4 credits
 - c. Anthro. 448 to Anthro. 348 4 credits
5. Number, Title and Description
 - a. Anthro. 455 to Anthro. 354 4 credits
 - b. Anthro. 457 to Anthro. 350 4 credits
 - c. Anthro. 443 to Anthro. 243 4 credits
 - d. Anthro. 211 to Anthro. 312 4 credits
 - e. Anthro. 411 to Anthro. 210 5 credits

B. A.C.C. pp. 257-263

SOCIOLOGY

1. Title, Credit, and Description Change
 - a. Soc. 415 - Study of Urban Society 5 credits

MATHEMATICS

1. Course Deletions
 - a. Math 468.1 - Logic
 - b. Math 468.2 - Formalized Theory
 - c. Math 468.3 - Computability

COMPUTER SCIENCE

1. Program Change
 - a. A/S Data Processing Minor
2. Course Additions
 - a. Comp. Sci. 140 - Intro to Admin Info Systems 4 credits
 - b. Comp. Sci. 210 - Computers and Society 3 credits
 - c. Comp. Sci. 350 - Systems Programming 4 credits
3. Course Deletions
 - a. Comp. Sci. 361 2 credits
4. Number and Description Change
 - a. Comp. Sci. 201 to Comp. Sci. 301 4 credits
 - b. Comp. Sci. 227 to Comp. Sci. 327 4 credits
5. Description Change
 - a. Comp. Sci. 383
6. Credit and Description Change
 - a. Comp. Sci. 177

1. Computer Science 49 credits
2. Computer Science 49 credits
3. Computer Science 49 credits

1. Course Additions

- a. Bio. Sci. 40 - Workshop 1-6 credits
 - b. Pkn. Sci. 298 - Spec. Topics 1-6 credits
- ECONOMICS AND BUSINESS ADMINISTRATION

1. Program Change

- a. A/S Economics Major 60 credits
 1. Specialization (45 credits)
 - a. Business Economics
 - b. Decision Making In The Public Sector
 - c. General Economics
 - d. Social Economics
- b. A/S - T/Ed Economics Minor (20-30 credits)
- c. Course Additions
 1. Econ. 342 - Social Aspects of Economic Behavior 5 credits

2. Econ. 426 - Economics Research 5 credits

3. Econ. 436 - Public Resource M'gm't 5 credits

D. Course Deletions

1. Econ. 383 - Economic Fluctuations (5)
2. Econ. 404 - Economic Education (3)
3. Econ. 486 - International Finance (5)
4. Econ. 492 - Monetary Theory and Policy (5)

E. Remove Prerequisite

1. B.A. 457 - Managerial Accounting Analysis (5)
- ALLIED HEALTH SCIENCES

a. Program Initiation

1. Allied Health Sciences Major (45-60 credits)

b. Course Additions

1. Health Sci. 298 1-6 credits
2. Health Sci. 490 Contracted Field Exp. (1-15 credits)
- Health Sci. 496 Ind. Study 1-6 credits
- Health Sci. 498 Special Topics 1-6 credits
- Health Sci. 499 Seminar 1-5 credits

Graduate Curriculum Committee pp. 6-8

MATHEMATICS

a. Program Change

1. Master of Education in Mathematics

b. Course Additions

1. Math 524.1 3 credits
2. Math 524.2 3 credits

Graduate Curriculum Committee pp. 4-5

a. Program Change

1. Master of Science In Mathematics

→ Graduate Curriculum Committee pp. 15-19

ART

a. Course Additions

1. Art 599 - Studio Project 1-6 credits

b. Program Change

1. Master of Arts In Art
2. Master of Education In Art

SOCIAL SCIENCES

a. Course Additions

1. Social Science 598 - Special Topics 1-6 credits
2. Social Science 599 - Seminar 1-5 credits

SPEECH AND DRAMA

a. Course Changes

1. SP/A 599 to Com. Dis. 599
2. SP/A 589.1, 588.2, 588.3 to Com. Dis. 588 and Com. Dis. 589

The Senate Curriculum Committee recommends the Faculty Senate approve the following curriculum proposals:

ALL COLLEGE CURRICULUM COMMITTEE

Page

Physical Education

264

all proposals

265

all proposals

266

all proposals

Communications

(267)

all proposals

268

all proposals

269

all proposals

270

all proposals

271

all proposals

272

all proposals

Foreign Languages

2/2-73

all proposals except
Mandarin Chinese
Chin. 351, 352, 353.

Course additions: Sp. 253 Interpersonal Communications, 4 credits
Bio. Sci. 481 M'gmt of Aquatic Biota, 6 credits ACC p. 259
Bot. 481 Range Management, 6 credits ACC p. 259
Zool. 481 Game Management, 6 credits ACC p. 259

TEACHER EDUCATION COUNCIL

MEMORANDUM

January 5, 1973

TO: Dr. Ed Harrington
Vice President of Academic Affairs

FROM: Conrad H. Potter
Chairman

SUBJECT: REVISED TEACHER EDUCATION COUNCIL BY-LAWS

In response to your verbal communications and the written communications received from several interested parties including Deans and Chairmen, I have revised the Teacher Education Council By-Laws accordingly. The revised by-laws are attached.

Changes in the original by-laws are:

1. Page 2, Section 2.B, Item 3 was deleted. The item referred to the "approval" of Teacher Education course additions and deletions. It is not the intent of the Council to review course outlines, course content and course numbers. They will review courses only insofar as they affect a specific program and make recommendations only.
2. Page 2, Section 3.B, Item 4 has been edited according to Item 1 above, i.e., the matter of courses.
3. Page 3, Section C.1, paragraph three has been edited and removes the reference to the Chairman being Executive Secretary. The statement was not necessary and as edited should now be clear.
4. Page 4, Section 4.A, paragraph three was deleted. There should be no need of ever having a closed session of the Teacher Education Council.
5. Page 5. I have also added Section 6, Student Appeals. This is a major function of the Council and I have added the statement as it is included on page 43 of the 1972-73 Undergraduate Catalog.

I believe these revisions will satisfy all of the concerns that have been expressed.

If there are any further questions, please let me hear from you at your earliest convenience.

Attachment

CENTRAL WASHINGTON STATE COLLEGE

TEACHER EDUCATION COUNCIL

A statement of functions, organization and procedures of the college's advisory body concerned with the development of policy and program for teacher education.

Section 1. Introduction

A. General.

A major function of Central Washington State College is the preparation of teachers and other certificated personnel for the public schools of the State of Washington.

Professional Education Training is one of the four basic academic features of the Teacher Education Program: general education, majors and minors, graduate level, and professional education. Most departments of the college provide course work in the General Education Program which is designed to provide teacher candidates with a broad and basic cultural background. Most departments of the college provide course work to prepare candidates in the subject matter they will teach, i.e., the Major and Minor Teaching Field Program. Most departments also offer course work in the Graduate Study Program, which is designed to round out a candidate's preparation following at least two years of teaching experience and before continuing certification is granted. In addition to contributions to these, the Education and Psychology Departments provide a basic program of courses designed to develop the candidate with regard to the professional aspects of teaching.

Students and faculty should understand, therefore, that "Education" is not a major in the usual sense of the word; the Teacher Education Program involves every academic unit of the college, with all units working together to accomplish the objectives of the program.

It is the main purpose of the program to help students develop basic professional knowledges, skills, and attitudes needed by all teachers at all levels and in all areas.

B. Definitions.

The term "teacher education program" is used to include all organized programs of Central Washington State College as outlined in the Graduate and Undergraduate Catalogs.

The Dean of the School of Professional Studies is the chief administrative officer of the program and is directly responsible to the President and the Board of Trustees through the Vice-President for Academic Affairs.

Administrative responsibility for the program is delegated to the Director of Teacher Education named by the Dean. The Director of Teacher Education also serves as the Chairman of the Teacher Education Council.

Section 2. Purpose and Functions

A. Purpose.

The Teacher Education Council is the main teacher education policy recommending group of Central Washington State College. It recommends policies and procedures for strengthening and improving teacher education review and recommends policies and procedures developed by faculty, students or administrators.

The Teacher Education Council acts on behalf of the faculty with members exercising their best judgment in the interests of teacher education in the College as a whole.

The Teacher Education Council recognizes the interdependence of Teacher Education and general academic study and the fact that in each there can be no substitute for excellence.

B. Functions.

The functions of the Teacher Education Council at all levels, undergraduate and graduate levels include:

1. developing policies and procedures to strengthen and improve teacher education at the college;
2. serving as the official advisory group to the Dean;
3. reviewing and recommending teacher education program additions and deletions, including course changes or additions insofar as they affect those programs.
4. reviewing and recommending the establishment and modification of general college-wide teacher education regulations on standards of admission, matriculation and graduation;
5. reviewing proposals for new teacher education degrees and degree programs and make appropriate recommendations to the Dean, the Faculty Senate, President and Board of Trustees;
6. evaluating and reviewing existing teacher education programs and make recommendations on continuing authorization of programs;
7. developing long range plans for teacher education at Central,

Section 3. Organization

A. Membership.

1. Faculty members of the Teacher Education Council are appointed by the Vice-President's Advisory Council in consultation with the Faculty Senate Executive Committee and appropriate Department Chairmen.
2. Student members of the Teacher Education Council are appointed by the Vice-President's Advisory Council in consultation with AEC.
3. Members of the Teacher Education Council shall exercise their best judgment in the interests of teacher education at the College as a whole. Council members do not represent their department interests.
4. The Dean of Professional Studies is an ex-officio member.

B. Terms of Office.

Faculty members are appointed to the Teacher Education Council for three-year terms. The first group of faculty appointees shall draw by lot those to have initial one, two or three year terms divided as equally as possible, except carry-over Teacher Education Committee members shall be included among those with initial one-year terms. Thereafter, the terms of all faculty appointees shall be three years.

Student members are appointed to the Teacher Education Council for two year terms or the completion of their program, whichever occurs first.

C. Officers.

1. Chairman

The Chairman of the Teacher Education Council is appointed by the Dean of Professional Studies.

The Chairman is a member of the Executive Committee, calls meetings, and presides at meetings of the Teacher Education Council and the Executive Committee.

The Chairman shall make recommendations on policies and procedures, distribute minutes and agenda, act as teller on balloting, generally keep records and conducts the clerical details of the Teacher Education Council.

4

The Dean of Professional Studies is an ex-officio member of the Executive Committee.

Section 4. Meetings

A. Meetings.

Regular meetings will be at the call of the Chairman with a minimum of one meeting each quarter of the academic year.

The Chairman shall call special meetings at the request of five Teacher Education Council members.

B. Quorum.

The majority of the total membership of the Teacher Education Council shall constitute a quorum. All actions of the Teacher Education Council, including elections, shall be by majority vote of those present.

Section 5. Subcommittees

The Teacher Education Council acts primarily through subcommittees as described below. The Chairman of the Teacher Education Council and the Dean of Professional Studies are ex-officio members of all subcommittees. The Executive Subcommittee acts on behalf and in the name of the Teacher Education Council. Actions of other subcommittees are reported to the Executive Committee for endorsement. If the Executive Committee designates any action as "major policy," it is referred to the full Council at its next meeting.

Subcommittee members are appointed by the Executive Committee from among Teacher Education Council members.

A. Executive Committee.

1. The Executive Committee includes the Chairman of the Teacher Education Council, five elected Teacher Education Council faculty members and one Teacher Education Council student member appointed by the Chairman.

The election of members of the Executive Committee occurs at the last meeting of the Teacher Education Council each academic year.

The student member of the Executive Committee is appointed for a one-year term.

The Chairman of the Teacher Education Council is also Chairman of the Executive Committee with the Dean of Professional Studies as an ex-officio member.

2. The Executive Committee usually meets weekly and functions for the Teacher Education Council in:
 - a. appointing other subcommittees of the Teacher Education Council.
 - b. directing and overseeing the activities of subcommittees.
 - c. serving the leadership role for the Teacher Education Council in its advisory capacity to the Dean of Professional Studies.
 - d. determining the agenda for Teacher Education Council Meetings.

B. Teacher Education Admissions, Appointments and Standards Committee.

This committee functions to review and recommend on the establishment and modification of general college-wide teacher education regulations on standards of admission, matriculation, graduation and certification.

C. Teacher Education Curriculum Committee.

This committee reviews and recommends teacher education course additions, deletions and changes and program changes.

D. Teacher Education Program Review and Evaluation Committee.

This committee reviews proposals for new degree programs and makes recommendations on them, reviews and evaluates existing programs and recommends on their continuing authorization. In the review of existing programs, this committee may be assisted by other ad hoc committees.

E. Teacher Education Consortium Committee.

This committee recommends policy with regard to teacher certification proposals under the 1971 Certification Standards, develops guidelines for consortium activities, and endorses faculty appointments to consortium organizations.

Section 6. Student Appeals

Students in the teacher education program have the right to appeal any decisions regarding their status in the program to the Dean of the School of Professional Studies and/or the Teacher Education Council.

TO: Faculty Senate Executive Committee
Academic Deans
Department Chairmen

FROM: John A. Green, Dean, School of Professional Studies

DATE: January 19, 1973

RE: Accreditation Standards for administration of curriculum development
and planning of Teacher Education Programs.

We are currently considering a revision of curriculum flow and approval in the Institution--a revision which seriously modifies the responsibility of the Teacher Education Council, and which effectively bypasses the office of the Dean of Professional Studies.

In the past, all Teacher Education material was routed through the Dean of Education's office via the department chairman and his dean. It was then either signed and sent on to the All College Curriculum Committee or was reviewed by the Teacher Education Committee for its recommendation prior to signing. This was and continues to be a very important function of this Office and of the Teacher Education Council, and is required by the Standards of Accreditation of both the State and the National Council for the Accreditation of Teacher Education (NCATE). For your information I am quoting below both standards:

1. State recommended standards.

Institutions which accept responsibility for the education of teachers should establish and designate the appropriate division, school, college, or department within the institution charged with accountability and authorization to act, within the framework of general institutional policy on all matters relating to the teacher education program.¹

STANDARD I. Responsibilities for the administration of a continuing program of curriculum development, evaluation, and revision, and for the advisement and programming of students in the teacher education curriculums should be coordinated through a single designated administrative unit of the preparing institution. This unit should recommend students to the State agency for certification.²

¹ Standards for State Approval of Teacher Education, 1971 Edition, page 8.

² Ibid., page 18.

Administrative structure exists primarily as a means of providing for achieving and achieving goals, planning, responsibility, utilizing resources, and facilitating continuous development and improvement. The standard assumes that this principle is applicable to administrative units responsible for the preparation of teachers. It is expected that the particular unit within the institution officially designated as responsible for teacher education is composed of persons who have experience in, and commitment to, the task of educating teachers.

The standard does not prescribe any particular organizational structure. A unit as referred to below may take the form of a council, commission, committee, department, school, college, or other recognizable organizational entity.

While major responsibility for designing, approving, evaluating, and developing teacher education programs is carried by an officially designated unit, it is assumed that teacher education faculty members are systematically involved in the decision-making process.

STANDARD: The design, approval, and continuous evaluation and development of teacher education programs are the primary responsibility of an officially designated unit; the majority of the membership of this unit is composed of faculty and/or staff members who are significantly involved in teacher education.

- 1.5.1 What administrative unit within the institution has primary responsibility for the preparation of teachers and what is the rationale for determining its membership and responsibilities?
- 1.5.2 What evidence shows that the majority of the membership of the official unit is made up of faculty and/or staff members significantly involved in teacher education?
- 1.5.3 What activities of the official unit during the past two years demonstrate that it has assumed responsibility for the design, approval, and continuous evaluation and development of each teacher education program offered by the institution?
- 1.5.4 What information shows that teacher education faculty members share in the decision-making process in matters related to designing, evaluating, and developing teacher education programs?

Thank you for the news that we are scheduled for a reaccreditation visit Fall
1978. Our continued accreditation is important for at least two
reasons:

- (1) It permits our students to enter other graduate programs without
difficulties.
- (2) It permits our students to certify for teaching in 29 other states without
meeting their specific course requirements.

As revisions in curriculum flow are being considered it is important that we
keep in mind the standards quoted above. If you wish further review of the
accreditation standards, I have copies available in my office.

JAG:bfn

John A. Green